



**OFFICE USE ONLY**  
**Accounting Code: PF**

**CITY OF SUGAR LAND**  
**Planning Department**  
**GENERAL LAND PLAN Submittal Application**

Please provide the following information & return your submittal to the Planning Department, 2700 Town Center Blvd. N., Attention: Development Review Coordinator (Deadline for Submittals is Monday / 3:00 p.m.)

**Project Name** \_\_\_\_\_ **Development** \_\_\_\_\_

**Submittal Type**

- ☐ General Plan (new)
- ☐ General Plan Major amendment
- ☐ General Plan Minor amendment

**Basic Project Description (attach correspondence)**

**Type of Uses**

- |  |  |
|--|--|
| <input type="checkbox"/> Single-Family Residential | <input type="checkbox"/> Planned Development     |
| <input type="checkbox"/> Multi-Family Residential  | <input type="checkbox"/> Commercial / Industrial |
| <input type="checkbox"/> Zero Lot Line/Patio Homes | <input type="checkbox"/> Business / Office       |

**Owner** \_\_\_\_\_ **Contact** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Email** \_\_\_\_\_

**Engineer or Planner**

**Company** \_\_\_\_\_ **Contact** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Email** \_\_\_\_\_

**Land Location**

- ☐ City ☐ Extraterritorial Jurisdiction

Survey/Abstract No. \_\_\_\_\_

Geographic Location (List major streets, bayous, creeks and adjacent subdivisions) \_\_\_\_\_

**Jurisdictions** Utility District \_\_\_\_\_ School District \_\_\_\_\_

Levee Improvement District \_\_\_\_\_ County Precinct \_\_\_\_\_

Zoning District (in-city only) \_\_\_\_\_

**Plan Data**

Total Acreage \_\_\_\_\_

**Variance Request** ☐ None ☐ Yes (Attached Form) ☐ Previously Approved

This is to certify that the information on this form is COMPLETE, TRUE and CORRECT and the undersigned is authorized to make this application.

X

**Signature of Applicant**

**Date**

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App. Revised Oct. 2008      All fees per Ord. 1701

**CHECKLIST FOR ALL SUBMITTALS :**

- Nine (9) Copies of the Completed Application
- Nine (9) Copies 24" x 36" prints – folded to 8 1/2" x 14"
- Submittal Fees for General Plan related items-
- Traffic Impact Analysis (TIA) if triggered (Engineering Dept. can assist in determination)
- Information on parkland if residential acreage is included

**General Plan (new) - \$890.75**

**General Plan Major Amendment – \$890.75**

**General Plan Minor Amendment – \$111.25**

**Development Agreement (if part of General Plan process) - \$2,226.50**

**Please note Development Code references for General Land Plans at Ch. 5 (Subdivision Regulations), Art. II, Sec. 5-9, and within the Planning Dept. Development Policies & Procedures available at [www.sugarlandtx.gov](http://www.sugarlandtx.gov) under Planning Forms & Applications**

## City of Sugar Land Traffic Impact Analysis (TIA) Threshold Worksheet

Complete this form as an aid to determine if your project requires a Traffic Impact Analysis.

Project Name: \_\_\_\_\_  
Location: \_\_\_\_\_  
Applicant/Contact: \_\_\_\_\_  
Contact Phone Number: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Application Type (check one):

\_\_\_\_\_ Zoning (CUP/PD)    \_\_\_\_\_ Site Plan    \_\_\_\_\_ Plat    \_\_\_\_\_ Other: \_\_\_\_\_

Anticipated Land Use	Units*	ITE Code	ITE Trip Rates / Trips Generated			
			Daily Total	AM Peak Hour	PM Peak Hour	Weekend Peak Hour
			/	/	/	/
			/	/	/	/
			/	/	/	/

\* Units should be based on what is used for the trip generation rate (ie. Gross Floor Area, Acreage, etc), be sure to specify in the box.

All Trips generated should be based on the latest edition of the ITE Trip Generation Manual.

All thresholds to determine when a TIA is necessary are contained in the City of Sugar Land's **Traffic Impact Analysis Guidelines** which is available on the City website [www.sugarlandtx.gov](http://www.sugarlandtx.gov). Go to the Engineering Department then click on Design Standards.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_